



The YMCAs
of Québec

Day Camp – Summer 2020

Parent guide

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THE YMCA CAMP EXPERIENCE

While each YMCA camp is unique in its own way, all of our camps provide opportunities for campers to learn and grow. Campers will learn new skills, develop greater self-confidence and create memories that will last a lifetime. At day camp, we provide a healthy, safe and secure environment for all participants. At the YMCA, we understand that children and youth need positive peer and adult relationships in their lives. This is why we create a camp environment that encourages campers to develop lasting friendships with their peers. At the same time, we want to develop a relationship with parents of our campers. We welcome you to ask us any questions you may have and share your feedback.

WHAT SHOULD MY CHILD BRING TO CAMP?

Your child should wear running shoes, non-slip shoes or closed-toe sport sandals, as well as weather-appropriate clothes that are comfortable for camp activities, including a hat because they will spend the whole day outside.

This year, we will have to limit items that are brought to camp. This is why we're asking you to help us by making sure that your child's backpack only contains the following:

- SPF 30+ water-resistant sunscreen (sunscreen should be applied before coming to camp; it will be reapplied during the day)
- Healthy, nut-free lunch and snacks
- Resealable plastic bags (e.g. to bring wet or dirty clothes home)
- A clean and refillable water bottle (drinking water fountains will only be used to refill water bottles; each camper must absolutely have their own bottle)
- A raincoat and boots depending on the weather (we will stay outside if there is light rain, so please pack these items accordingly)
- A full change of clothes
- A small bottle of hand sanitizer for personal use
- A small pack of disposable tissues
- A beach towel, which will help with physical distancing at camp
- A swimsuit (to be worn under day clothes on splash pad days only; you will receive a message about this the day before)

Although the YMCA values sharing, we cannot allow campers to share personal belongings with each other during the pandemic, even if they are members of the same household.

Moreover, no other items (e.g. toys, iPod, cellphone, digital cameras, etc.) will be allowed at camp. There may be exceptions for campers in our inclusion program; the inclusion specialist will talk to you about it before the start of camp.

PLEASE LABEL ALL ITEMS WITH YOUR CHILD'S FIRST AND LAST NAME.

What types of food should my child bring to camp?

Your child will be active at camp, so it is important that they bring enough food to keep their energy up. Due to the amount of physical activity, campers may eat more food during camp than they normally do during the school year. Campers will have two snack breaks and one lunch period per day. We recommend that campers bring their lunch in an insulated lunch bag with an ice pack to keep it cool during the day. To keep your child hydrated at camp, pack a refillable plastic water bottle labeled with your child's name. Due to more stringent hygiene measures, drinking fountains may only be used to refill water bottles.

HEALTHY, NUT-FREE LUNCHES:

We need your help with teaching campers the importance of health and responsibility. Please make sure that your child brings healthy, nut-free lunches that will provide them with the nutrition they need to participate in an action-packed day at camp! In an effort to be more environmentally friendly, please try to pack lunches that are litter free. Use reusable, washable plastic, fabric or metal containers for lunch items.

Campers will not have access to a microwave or refrigerator at camp. Please do not send items that need to be heated up. For safety reasons, **glass bottles and thermoses containing glass are forbidden at camp.**

YMCA day camps participate in the Shape Up program, which is aimed at providing youth with an environment that helps them adopt healthy lifestyle habits.

For free recipe ideas, [click here](#).

ARRIVALS AND DEPARTURES

Before your child's first week at camp, you will receive an email with a link to a questionnaire about your child's health status and a waiver. You **must complete the questionnaire and sign the waiver** before your child comes to camp.

At home before coming to camp

Here is what you need to do at home each morning before coming to camp:

- Wash your hands vigorously.
- Remind your child about respiratory hygiene.
- Apply sunscreen and bug repellent.

Camp schedule

From 8:00 am to 9:00 am: Campers progressively arrive to camp according to each group's schedule.

From 4:00 pm to 5:00 pm. Campers progressively leave camp. We will establish the

departure schedule based on the needs expressed in the mandatory pre-camp form and waiver.

Arrival at camp

Campers will gradually arrive by group. Before camp starts, we will email you a newsletter letting you know which group your child is in.

Groups A and B: from 8:00 am to 8:15 am

Groups C and D: from 8:15 am to 8:30 am

Groups E and F: from 8:30 am to 8:45 am

Groups G, H and I: from 8:45 am to 9:00 am

If your family has children in more than one group, please try to come at the earlier time. However, if you have a child in our inclusion or respite program, please come at the later time. **Our team of companions will only be onsite from 8:45 am to 4:15 pm.**

When you arrive, go to the park behind the centre (Hampton Avenue entrance), rain or shine! Please follow the schedule and wait your turn in the queue while keeping your distance from the other people in line at the entrance.

When you are waiting in line, a member of our team will come by to ask you a few screening questions about your child's health; this will happen **every day**.

A staff member will welcome your child into the camp site. Your child must then wash their hands and join their group in a pre-determined area. Please note that, for security reasons, parents will not be admitted into the camp site at any time or for any reason.

After dropping off your child, you can talk to a member of our management team if you wish to do so. You will not be able to speak with counsellors when dropping off and picking up your child. We ask you to please speak directly with the management team. They will follow up with counsellors if necessary.

Camp departure

Campers will gradually leave camp from 4:00 pm to 5:00 pm based on the needs of parents (section to be completed when filling out the pre-camp form and waiver). We will do our best to honour your requests.

You must line up on the sidewalk by the entrance as you do in the morning. A member of our team will come by to ask you who you are picking up and tell someone on the field to let your child or children know you are there. While you are waiting, you can identify yourself to a staff member at the reception desk. Once your child has washed their hands, they can meet you at the entrance of the field, bringing their personal belongings with them.

As usual, only someone who appears your authorized pick-up list is allowed to leave with

your child. To ensure everyone's safety, you must show a piece of photo ID before leaving the site with the child. In order to make this process easier, we recommend that you take a picture of your photo ID. This way, you can simply use your phone to have your ID checked.

What happens when someone else picks up your child?

If another adult will be picking up your child, you must notify us beforehand by email. The person who will be picking up the child must show a valid photo ID before leaving the camp with the child. If an unauthorized person comes to pick up your child at camp, we will call the main contact person to get their authorization before letting this person leave camp with the child.

Children getting to camp and leaving on their own

Even if your child is used to coming to camp on their own, they must be accompanied by a parent/guardian on the first morning of camp. You must make sure to complete the corresponding section in the mandatory pre-camp form and waiver.

If you give your child permission to leave camp on their own (they must be at least 10 years old), you must mention it in the mandatory pre-camp form and waiver. Your child must follow the same procedure and sign their name on the sign-in/sign-out sheet when they arrive in the morning and when they leave camp at the end of the afternoon.

Late arrivals and early departures

The camp schedule should be respected. A camper who arrives after 9:00 am must follow the late arrival procedure, which will be explained at the entrance of the site. A late fee of \$5 per 5 minutes will be charged to your account for lateness that is not a result of the departure procedure (e.g. queue).

If your child needs to leave early, you must mention it when you arrive to camp or send an email to the camp team.

CAMPER CODE OF CONDUCT

The YMCA uses a positive, values-based approach to guide appropriate behaviours and seek to reward and reinforce positive behaviour. The safety of each individual is of the utmost importance to the YMCA. Parents/guardians and campers must recognize that they have a personal responsibility to learn and follow the safety rules and instructions at camp. Any disrespectful behaviour towards other campers or employees (violence, harassment or bullying) may result in an immediate suspension or removal from the program.

APPROPRIATE GROUP BEHAVIOUR

On top of having fun and actively participating in camp activities, your child must help us maintain a safe environment by always following health and safety measures rigorously.

There are new measures described in this guide that have been added to those that were already in place in previous years. We will explain these measures in fun and positive way, making sure that all campers understand what they are and how important they are.

The following behaviour will not be tolerated:

- Coughing without using cough etiquette
- Intentionally spitting on someone or something
- Touching equipment without permission
- Intentionally having physical contact with others

Progressive disciplinary measures will be applied, if necessary:

- Issuing a warning to the camper
- Taking the camper out of the activity
- Contacting the camper's parents
- Removing the camper from camp as a last resort

We are counting on you to talk to your child about these new measures before the start of camp. Moreover, we urge you to contact the camp management team if there is something preventing your child from fully enjoying their camp experience, whether it may be something that happened at camp or exceptional family circumstances (death of a loved one, separation, birth, etc.).

Our team is there for you, so please do not hesitate to contact them.

THE YMCAS OF QUÉBEC

The YMCAs of Québec wish to inspire and encourage all people to reach their full potential, thrive and contribute to their community.

By choosing an A.C.Q. certified camp, you are entrusting your child to an organization that complies with the provincial camp norms and standards established by [the Association des camps du Québec](#).

FREQUENTLY ASKED QUESTIONS

What are the safety measures specific to COVID-19?

Public health authorities issued the four guidelines below on May 21, 2020. If these guidelines were to change, we will send you an updated version of this document with the new guidelines.

1. Physical distancing: Participants must stay at least 1.5 metres* apart and the site must be organized in such a way that makes it possible for everyone to keep this distance between each other.

**We are following the latest guidelines issued by Montréal's regional director of public health. These guidelines may change in the course of the summer, and we will change how we operate accordingly.*

Your responsibility: Follow the camp's new arrival and departure procedures.

Change to the routine and camper on their own: Talk about the different measures that are described in this guide with your child to better prepare them for their time with us this summer.

Measures taken at day camp: Remind campers every day of safety and hygiene measures; organize outdoor and indoor space in a fun and safe way that makes distancing possible; make sure that each activity follows distancing guidelines and offer a friendly environment.

2. Outdoor activities: Conduct all activities outdoors whenever possible and limit the use of indoor facilities to when it rains or during heatwaves only, while ensuring that rooms are below full capacity in order to follow physical distancing guidelines.

Your responsibility: Make sure that your child brings items to camp that will allow them to fully enjoy their day and that are for their personal use only.

Measures taken at day camp: Plan and lead stimulating and rewarding activities in outdoor areas and at the neighbourhood park, and have indoor activities planned in case of bad weather.

3. Limited physical contact: Reduce direct and indirect contact between people as much as possible, namely by limiting activities and games that require participants to share supplies or equipment that have not been disinfected (balls, crayons, etc.).

Your responsibility: Remind your child that they will need to change how they greet people, cheer people on, get the counsellor's or other participants' attention, and play some of their favourite games this summer. They will still have fun, but they need to be ready to try something new!

Measures taken at day camp: Set up visual markers encouraging physical distancing that people of all ages can understand; organize fun contact-free activities; make sure that the camp spirit that unites us is still alive, although it will be a little different this summer.

4. Hygiene measures: Rigorously apply hygiene practices, including cleaning and disinfecting rooms, materials, furniture and washrooms, and ensure participants and staff members are adhering to good personal hygiene practices such as handwashing.

Your responsibility: Teach and practice good handwashing techniques AND cough etiquette at home; wash hands every morning before coming to camp and every evening when returning from camp.

Measures taken at day camp: Organize a special activity at the start of camp that explains how to apply hygiene measures; become experts at cleaning and disinfecting rooms and equipment thanks to our dedicated hygiene team.

What is the policy for isolating and reintegrating campers who have developed COVID-19 symptoms at home or who have come into contact with someone with symptoms?

If a camper has symptoms of COVID-19 or has tested positive for COVID-19, they self-isolate and they must not come to camp.

A camper who has come into close contact with someone who has COVID-19 (probable or confirmed case) must follow public health guidelines; they must not come to camp.

If a camper has not travelled abroad but they have a fever or cold or flu symptoms (fever and cough with a headache, fatigue, achiness, etc.), they must wait at least 24 to 48 hours after the symptoms have disappeared to return to camp. For any other condition, our usual health guidelines apply (e.g. a camper does not have to stay home if they have seasonal allergies).

A camper may be turned away from camp if they have symptoms of COVID-19 or if a member of their household has symptoms of COVID-19. The goal is not to exclude the camper, but to keep everyone safe!

If you have any concerns, contact the Direction de la santé publique at 1-877-644-4545.

What happens if a child develops symptoms of COVID-19 during their day at camp?

If a camper develops symptoms of COVID-19 (fever, cough, worsening cough, difficulty breathing or sudden loss of smell without nasal congestion, with or without a loss of taste), they will be isolated until their parent or legal guardian comes to pick them up, which they will do as quickly as possible. There is a room that has been set aside for campers to isolate themselves in, if necessary.

The staff member who will accompany the camper will wear personal protective equipment (mask, visor, gloves), and will bring the camper to the entrance when their parent or guardian has come to pick them up. The parent must not enter the camp site.

We will contact the regional public health director, who will tell us how to proceed, including possibly welcoming back the camper to camp. When they get home, the parent must call 1-877-644-4545 to see what recommendations they should follow with regards to their child.

For any questions related to COVID-19, call 1-877-644-4545.

What will happen if my child has other symptoms of illness?

If a camper has one or more of the following symptoms, they will not be allowed to stay at camp:

- A temperature above 39°C
- Diarrhea or vomiting
- Paleness, blotchiness, rash or physical pain

If your child requires medical attention following an accident, the YMCAs of Québec can require a note from their physician stating that the child is able to safely participate in regular day camp activities (e.g. if your child comes to camp wearing a cast).

We will inform you of any changes in your child's health during their stay at camp. If they are showing any of the symptoms mentioned above, you will be required to promptly come pick them up.

What is the procedure in the event of an incident or accident?

Day camp management will notify you as soon as possible in the event of an incident or accident.

If there is a power outage or if camp is cancelled for the day for any other reason, our team will contact you to ask you to come and pick up your child.

If necessary, first aid will be administered while wearing personal protective equipment based on the recommendations of the Direction de santé publique. If your child has a

minor injury, you will be notified at the end of the day. In the event of a serious injury, the emergency contact person on file will be immediately contacted.

Can I send medication to camp?

The administration of medication to a camper requires the parent's written consent and a copy of a valid prescription. A medical authorization form must be completed before any medication is administered. Prescription medication must be provided in its original packaging and must contain the following information:

- Child's name
- Date of prescription
- Physician's name
- Required dosage
- Name of medication

Every morning, this medication must be given directly to the appropriate staff member at the centre. Over-the-counter medication (Tylenol, Advil, etc.) will not be administered to a child without written authorization from the child's parent/guardian. Depending on the age of the child, if your child has an EpiPen or an asthma pump, they must carry it with them at all times. The day camp coordinator and the child's counsellor must be informed. If a child has a medical alert bracelet, it is essential that the parents ensure their child wears it at all times.

Please keep us informed of any precautions we may need to take with your child.

What is the procedure for lice or intestinal worms?

If, during the camp day, it is discovered that a child has lice or intestinal worms, parents will be asked to pick up their child as soon as possible. To prevent it from spreading at camp, parents must follow the treatment recommendations before their child can return to camp. We can turn the camper away if there is any evidence of lice, nits or worms, even after treatment.

What do I do if my child loses something at camp?

For health and safety reasons and as a result of the volume of lost items, lost and found items will be kept at camp only during the summer in which it was lost. If these items are not claimed before the end of the summer, they will be donated to a local charity. If items are identified with the owner's full name, the YMCA will attempt to contact the owner for pick-up.

What qualifications do your staff members have?

YMCA day camp staff members are chosen for their ability to model YMCA values to

campers entrusted to their care. We carefully select staff members for their interest in working with children and their camping and recreation experience. All of our senior counsellors are over 18 years of age. Our staff members know the importance of a safe environment, and how to make things fun and challenging. Our team receives more than 50 hours of training, which teaches them the personal skills and knowledge they need to make sure your child's experience is positive, safe and fun. All YMCA staff members hold a valid Standard First Aid & CPR certificate, are subject to a criminal record check and receive training on the YMCA's Child Protection Policy. Our employees also follow the YMCA Healthy Child Development program in order to ensure your children receive the highest standard of care.

Can I meet the camp staff before camp starts?

Before camp starts, we will set up a Zoom meeting on June 30 from 6:30 pm to 7:30 pm. We will have other meetings throughout the summer, if needed.

Don't hesitate to join the NDG camp parent group on Facebook; we will use it to post useful information throughout the summer and it will be a good place to chat with our team.

More information

To learn more about our inclusion program, refunds and cancellations, modifications, or our camp programming, visit our [website](#).

CONTACT US

When you drop off your child, don't hesitate to ask questions to members of our management team; they will be wearing grey shirts.

In the week before your child's first day at camp, you will receive a newsletter with contact information for the NDG camp's management team.

If you have any questions or concerns about your child's participation at camp, don't hesitate to contact the NDG camp's management team.

And if you are unsatisfied or concerned with your child's experience at camp, please contact the NDG camp's management team so we can rectify the situation.

You can contact the NDG day camp's management team at 514-789-8001, extension 1524

Contact information

NDG Camp Management:
camp.ndg@ymcaquebec.org



Camp Administration and Management:

campsdejour@ymcaquebec.org

514-789-8001, extension 1524

Inclusion Program:

inclusioncamps@ymcaquebec.org

514-789-8001, extension 1515